

## Document Level 1

Scale range: 0 to 225

*Tasks in this level tend to require the reader either to locate a piece of information based on a literal match or to enter information from personal knowledge onto a document. Little, if any, distracting information is present.*

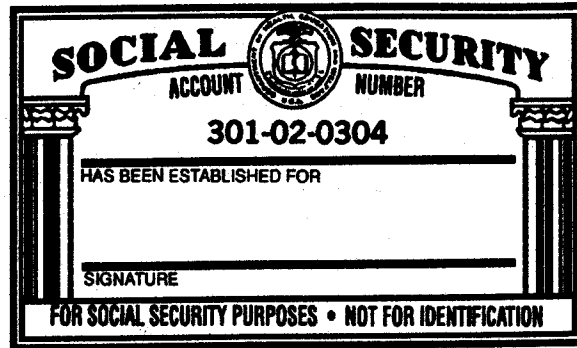
Average difficulty value of tasks in this level: 195

Percentage of adults performing in this level: 23%

Some of the Level 1 tasks require the reader to match one piece of information in the directive with an identical or synonymous piece of information in the document. For example, readers may be asked to write a piece of personal background information — such as their name or age — in the appropriate place on a document. One task with a difficulty value of 69 directs individuals to look at a Social Security card and sign their name on the line marked “signature.” Tasks such as this are quite simple, since only one piece of information is required, it is known to the respondent, and there is only one logical place on the document where it may be entered.

---

Here is a Social Security card. Sign your name on the line that reads "signature."



---

Other tasks in this level are slightly more complex. For example, in one task, readers were asked to complete a section of a job application by providing several pieces of information. This was more complicated than the previous task described, since respondents had to conduct a series of one-feature matches. As a result, the difficulty value of this task was higher (218).

---

You have gone to an employment center for help in finding a job. You know that this center handles many different kinds of jobs. Also, several of your friends who have applied here have found jobs that appeal to you.

The agent has taken your name and address and given you the rest of the form to fill out. Complete the form so the employment center can help you get a job.

Birth date \_\_\_\_\_ Age \_\_\_\_\_ Sex: Male \_\_\_\_\_ Female \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Health \_\_\_\_\_

Last grade completed in school \_\_\_\_\_

Kind of work wanted:

Part-time \_\_\_\_\_

Summer \_\_\_\_\_

Full-time \_\_\_\_\_

Year-round \_\_\_\_\_

---